



State of Arizona
Department of Education

SCHOOL FINANCE MEMORANDUM 18-061

TO: Charter School Administrators, Directors, and Principals

FROM: Lyle Friesen, Deputy Associate Superintendent of School Finance

DATE: June 1, 2018

SUBJECT: June 1, 2018 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

Please be advised that the June 1, 2018 apportionment has been completed. The CHAR 55-1 and the CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.ade.az.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

Student Counts: While analyzing data for the first June payment, School Finance observed unusually low ADM data. Therefore, School Finance used the dates listed below for all LEAs. School Finance made the determination to use previous ADM figures for this month's payment. As a result, May's ADMS46-1, SPED 28-1, and ELLS28-1 will not align to the previously published data capture date in AzEDS.

- To reconcile the 05/07/2018 ADMS46-1 report to AzEDS ADM data, pull an ADM20 from 04/24/2018.
- To reconcile the 05/07/2018 SPED28-1 report to AzEDS ADM data, pull an SPED20 from 04/25/2018.
- To reconcile the 05/07/2018 ELLS28-1 report to AzEDS ADM data, pull an ELL20 from 04/26/2018.

Please Note: FY 2018 AzEDS ADM, SPED, and ELL results were used for all charters in the June 1, 2018 calculation of state aid. Please check your ADM20, SPED20, and ELL20 reports, which are available via [ADEConnect](#). Please contact SF Analyst Team the School Finance Account Analysts at SFAnalystTeam@azed.gov with questions regarding these reports.

Items included in the June 1, 2018 CHAR calculations:

- **THE FINAL CHARTER ADDITIONAL ASSISTANCE REDUCTION**, \$18,656,000, per House Bill 2545, Chapter 304, Sec. 11, was recalculated and is included in the February 1 payment.
- **K-3 READING:** All Charter Districts must apply and be approved by the State Board of Education prior to the release of K-3 Reading Funding. Please see information available at: <http://www.azed.gov/mowr/> Charter Districts approved at the January 30, 2018 have been included in the March 1 equalization calculation.
- **TEACHER SALARY INCREASE:** The amounts reported by charter districts on page 2 of the FY2018 Expenditure Budget as of November 1, 2017, for the 1.06% Teacher Salary Increase have been included in the December 1, 2017 equalization calculation. The increase can be seen in the Base Level Adjustments on page 4 of the CHAR 55-1.
- **THE FINAL SMALL SCHOOL WEIGHT ADJUSTMENT** was recalculated and included on February 1 payment.
- **Charter audit expense adjustments** were included in the June 1st, 2018 charter apportionment based on the budgeted values as of May 15th, 2018. The chart below outlines the locations in which a value must be present in order to receive the adjustment. If you have any questions related to budget submissions, please contact the budget team by email at SFBudgetTeam@azed.gov.

Group	Budget Type Description	Page	Cell Reference
Audit Expense	FY2018 Charter Expenditure Budget	2	N26
Audit Expense	FY2018 Charter Budget Worksheets	Worksheet C	F15
Audit Expense	FY2016 Charter Annual Financial Report	7	G17

For any questions regarding June 1, 2018 charter equalization calculation, please email SFPaymentTeam@azed.gov. Please contact the School Finance Analyst Team if you have any questions about your estimated counts or other required student information at: SFAAnalystTeam@azed.gov.